

March 17, 2022

Honorable Jeffrey N. Yates
Head of Secretariat
Liberia Extractive Industry and
Transparency Initiative (LEITI)
Old Budget Bureau Building
Behind the Executive Mansion

Dear Hon. Yates:

Transmittal of the December 9, 2021, Inter-Agency MOU

Heritage Partners and Associates, Inc., and ClientEarth are glad to transmit to the *Liberia Extractive Industry Transparency Initiative (LEITI)* the signed version of the Memorandum of Understanding (MOU) executed at the Inter-Agency Retreat (IAR) held on December 9, 2021 which was attended by the Ministry of Justice (MOJ), Ministry of Finance and Development Planning (MFDP), Ministry of Internal Affairs (MIA), Forestry Development Authority (FDA), Liberia Revenue Authority (LRA) and the Liberia Extractive Industry and Transparency Initiative (LEITI). The attached MOU is a product of intentional efforts of the above-named Ministries and Agencies to help increase awareness about transparency and confidentiality obligations in the law and VPA information sharing requirements, as well as to enhance coordination among themselves in respect of forest sector information dissemination among themselves and the public in general.

We are also glad to announce that the Multi-Stakeholders Forest Governance and Accountability Project (MFGAP) has approved sponsorship of the conduct of a follow-up IAR among stakeholders from the above-named Ministries and Agencies, for the purpose of following up on the implementation of the MOU. The Follow-Up IAR is tentatively scheduled to take place in the 2nd quarter of 2022, subject to consensus among member Ministries and Agencies.

In view of the foregoing, a team of lawyers from HPA to Include Cllr. T. Negbalee Warner will organize a brief preparatory meeting with participating Ministries and

Agencies in the first and second weeks of March to plan and discuss modalities for the follow-up retreat, including the actual date, time and venue of the said retreat.

For additional information or if you have any questions or would like to know more about the upcoming Retreat, please do not hesitate to contact the undersigned at lgbala@hpaliberia.com; Cell #: 0770173496/0886725185 so we can follow up with sending you the information you may need.

Kind regards,



Lucia D.S.Gbala (Cllr.)

PARTNER

4. The Parties shall also work together in allocating, disbursing, and accounting for land rental fees and other payments to subnational bodies.

3.0 Respective Obligations of the Parties

1. **Individual Responsibilities:** The Parties mutually agree that each Party to this MOU shall, in addition to contributing to achieving the share responsibilities indicated in Section 2.0 above, be responsible for the specific responsibilities stipulated under this Section 3.0.
2. **Responsibilities of MoJ:** The MoJ shall be responsible to:
 - i. disclose on its website and through other widely accessible platforms, information about forest crimes and civil liabilities handled by MoJ, including reasonable details of the companies found to have been in violation of forestry law(s);
 - ii. help to develop procedures for debarment of companies which are found to be non-compliant with forestry laws; and
 - iii. provide legal advice and/or opinion to the LRA and FDA on the interpretation of the confidentiality and disclosure legal regime governing the extractive industries, especially the forest sector.
3. **Responsibilities of LRA:** The LRA shall be responsible to:
 - i. institute a joint reconciliation of assessments and payments of forest-related fees with FDA on a monthly basis by using a mutually agreed template which shall be signed by the two entities;
 - ii. respond periodically to LEITF's request for forest-related taxes and fees; and
 - iii. support the FDA to provide relevant information on payment of forest-related fees by timber concessionaires and other holders of forest resource licenses.
4. **Responsibilities of MIA:** The MIA shall be responsible to:
 - i. help FDA with effective community engagement;
 - ii. ensure that FDA's role in the forestry sector is known, recognized and respected at the local government level, especially by superintendents, commissioners and chiefs;
 - iii. appoint a designated focal person on forest governance whose responsibilities shall include supporting the Minister of Internal Affairs to be engaged with the other Parties relative to pursuing the objectives of this MOU, attending meetings of the Liberia Implementation Committee ("LIC") and responding to communications regarding forest governance and forest sector activities;



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inclusion of payment of the 30% county land rental fees and 30% community land rental fees;

- vii. support the FDA to provide relevant information to all stakeholders on the computation, collection and disbursement of the 30% community land rental fees and 30% county land rental fees and any other community benefits; and
- viii. Disseminate information on benefits from the forestry sectors to local communities.

5. Responsibility of LEITI: The LEITI shall be responsible to:

- i. make periodic requests to LRA for information on forest-related fees;
- ii. disclose on its website and through other widely accessible platforms, information on payments and other forest revenue reports; and
- iii. Disseminate information on its website and through other widely accessible platforms, on payments made by companies to government and various communities.

6. Responsibilities of FDA: The FDA shall be responsible to:

- i. provide relevant information on forest-related fees to all stakeholders about the matter and with the frequency specified by law;
- ii. publish reports of activities in the forest sector, monthly, quarterly, and annually or at such shorter frequency provided by law, on its website and through other widely accessible platforms;
- iii. share with stakeholders including the Parties hereto copies of information disclosed and/or published on its website;
- iv. ensure that the monthly reports of the Legality Verification Department (LVD) are published on its website and through other widely accessible platforms within one (1) week of their completion and approval;
- v. Publish monthly, quarterly, and annually or at such shorter frequency provided by law, information relating to forest fees and payments to the MIA which is to assist in the dissemination of the information to affected communities;
- vi. require logging companies and other holders of forest resource licenses to publish information of their payments of forest fees and such other matters the law requires them to publish; and

